

Statement of Deficiencies

5305-A: License Displayed

Not Met

Findings/Corrections

5305.A. The license on display fails to list current information and a current expiration date as [8/31/04].

5305-H: Children's Daily Attendance

Not Met

Findings/Corrections

5305.H. The center's daily attendance record for children did not accurately reflect the children on the child care premises at any given time as [105] children were present and [22] children were signed in on the log . The daily attendance record for children shall include the time of arrival and departure of each child and the name of the person to whom the child was released . This record shall accurately reflect the children on the child care premises at any given time. If the record is completed by center staff, that individual shall write the first and last name of the person to whom the child was released and sign his/her own name. Children who leave and return to the center during the day shall be signed in/out.

5307-A.1: Mastercard

Not Met

Findings/Corrections

5307.A.1. 4 of [7] children's records reviewed lacked the required information on the Child's Information Form (MasterCard) as the following information was omitted [name and address of dentist]. Information form to include: name, birth date, sex, date of admission, name and phone number child's physician and dentist, dietary restrictions and allergies and signed and dated by the parent.

5307-A.3: Third Party Release

Not Met

Findings/Corrections

5307.A.3. [2] of [2] children's records reviewed did not contain signed agreements between the Provider and the parent for each child giving permission to release the child to a third party listed by the parent including the non-custodial parent, or any other child care facilities, transportation services.

2 children's records reviewed who are released to a day care off of the bus did not have the child care facility listed as a third party release.

5315-B: Child-to-Staff Ratio for Field Trips & Non-Vehicular

Not Met

Excursions

Findings/Corrections

5315.B. The specialist could not determine if the provider met the required child/staff ratio plus one additional adult for field trips and non-vehicular excursions as the documentation available did not always include the staff present and there was not documentation for the non-vehicular excursion.(Mardi Gra parade)

5323-B: Outdoor Space

Not Met

Findings/Corrections

5323.B.3. The outdoor play space lacked an enclosure with a fence or other barrier in such a manner as to protect the children from traffic hazards, to prevent the children from leaving the premises without proper supervision, and to prevent contact with animals or unauthorized persons.

The center's gate on the west side in the north playground does not stay latched.

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5327-L: Clean of Hazards

Not Met

Findings/Corrections

5327.L. The center and yard failed to be free from hazards as the following was observed:

- *metal frame stored on top of hurricane fencing in the south playground
- *center's soft surface contains large pieces of splintered, jagged wood
- *loose hanging chains from swings in the south playground
- *hot metal slide in the north playground
- *bucket of water stored in the cabinet between classroom B and G bathrooms

5329-B: Record of Non-Vehicular Excursions

Not Met

Findings/Corrections

5329.B. The Provider did not maintain a record of all non-vehicular excursion activities. Documentation shall include date, time, list of children, staff, and other adults, and type of activity.(Mardi Gras Parade)

5331-G: Capacity of Vehicle

Not Met

Findings/Corrections

5331.G. The Provider exceeded the manufacturer's recommended capacity in the vehicle as evidenced by [60] children/ and [7] adults (according to the documentation of the 12/3/03 field trip) were transported in a [65] passenger vehicle.

5333-C: Record of Field Trips

Not Met

Findings/Corrections

5333.C. The Provider's record of all field trips taken was incomplete as it did not include the list of passengers (children, parents, and staff) (going and returning). The center's documentation reviewed did not include the going and returning of children and staff-there was only a list of children and staff. Also, the 3/25/04 documentation did not include what staff were present.

Complete documentation includes the date and destination, list of passengers (children, parents, and staff) (going and returning) and the method of transportation.

5333-F: Vehicles Visual Check

Not Met

Findings/Corrections

5333.F. The Provider did not have documentation that the driver or a staff person checked the vehicle and accounted for each child upon arrival and departure at each destination to ensure no child is left on the vehicle or at any destination. Documentation shall include the signature of the person conducting the check and the time the vehicle is checked for each loading and unloading of children.

The forms reviewed for field trips had a place for staff to sign that a visual check was done but it was not completed. Also the time of the visual check was not on this form.

5335-D: Master Transportation List

Not Met

Findings/Corrections

5335.D. The Provider's master transportation list provided to the contract driver or attendant was incomplete as it did not include [the actual pick up and drop off location for the children that are picked up and dropped off at "bus stops". The home address was listed.]. A complete list includes each child's name, pick up and drop off locations, and authorized persons to whom the child may be released.

Statement of Deficiencies

5335-E: Attendance Record

Not Met

Findings/Corrections

5335.E. The transportation attendance record documentation was incomplete as it did not include: the name of the person to whom the child was released. A review of last week's bus attendance indicates that the person the child was released to was not always recorded. The center does not document the attendance of children on the bus for the afternoon route. They record the time of release and the time of release on the form used. Today's morning route indicated that there were 28 children on the bus but the attendance record only showed 24 children marked as getting on the bus.

A complete record includes the driver's name, the date, name of all passengers(children and adults) in the vehicle, the name of the person to whom the child was released, and the time of the release.